Dear Profeedback members,

We are writing to give you an update on the upcoming conference in Athens, Greece.

* **When?** The conference will take place on September 19th
* **Where?** The event will be held in Athens, Greece.
* **What?** The focus of the conference is on BUSINESS DEVELOPMENT, SMEs, ENTREPRENEURSHIP, COMPETITIVENESS

**INFO PACK**

The Info Pack is available at the event’s page: <https://profeedback.eu/2024/05/09/6th-profeedback-conference-call-athens-19-20th-of-september-business-development-smes-entrepreneurship-competitiveness/>

**REIMBURSEMENT RULES**

Face-to-face participants can request reimbursement for **travel expenses and daily allowances**, following COST rules and the conference's special reimbursement guidelines.

Special reimbursement guidelines for the conference:

* **Travel Costs**: You can be reimbursed up to a maximum of 300 EUR for a roundtrip. This is in line with the decision made on August 25th, 2023, by the MC. Only speakers and presenters (2 per paper) at the conference are eligible for a travel reimbursement.
* **Daily Allowance on Conference Day(s)** (September 19th): Only speakers and presenters at the conference are eligible for a daily allowance.

For Greece, the daily allowance rate is **EUR 193/day** <http://www.cost.eu/daily_allowance>

The actual daily allowance is calculated against:

• The actual number of days of attendance to the event (as confirmed against the signature on the official attendance list for each day of the event);

• The participant may arrive one day before the event commences and/or leave one day after the event finishes.

To be eligible for reimbursement, participants must:

* Register in the following Google Form:  <https://forms.gle/RHPHAgio456qpVREA>
* Accept the e-COST invitation.
* Sign the attendance list in Athens during the event.
* Be eligible to receive financial support (see page 60 of the [COST Annotated Rules](https://www.cost.eu/uploads/2022/12/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V1.3.pdf)).

Additionally, please note that we can’t provide reimbursement for individuals affiliated to Hungarian institutions affected by Council Implementing Decision 2022/2056: <https://www.cost.eu/uploads/2023/07/List-of-institutions-affected-by-Council-Implementing-Decision-2022-2056.pdf>

**E-COST INVITATIONS**

The invitations to the event will be sent after the acceptance of the abstract proposal.

Please, only begin making your booking arrangements after the invitation.

**DOUBLE FUNDING ALERT**

We have recently received information from our COST officers regarding the detection of double funding among some participants from previous Profeedback events. Please be aware that participants found to have received double funding will not be eligible for reimbursement in future events. Your understanding and cooperation in this matter are greatly appreciated.

Please feel free to reach out to e-mail address: [reimbursementprofeedback@hetfa.hu](mailto:reimbursementprofeedback@hetfa.hu), if you have any more questions or need further clarification.